



**MEMORANDUM**

**To:** Indiana Superintendents  
**From:** Dr. George Frampton, Chief School Certification Officer  
**Date:** December 7, 2009  
**Subject:** Emergency Weather Delays/Half-Day Kindergarten

The Indiana Department of Education has received several phone calls regarding the status of one or two hour emergency weather days. It is important that each school district is aware that there has been no change to the policy regarding weather related delays as it applies to the required 180 days of instruction.

Student safety remains of paramount importance.

One or two hour emergency weather delays or early dismissals will continue to be waived by the department and these days will count as a full instructional day. This waiver applies to a maximum of 120 minutes per day.

In the unusual occurrence that a two hour delayed start to the school day and a two hour early dismissal occur on the same day, the day cannot be counted as a full instructional day to be applied towards the state required minimum of 180 required full days of instruction.

Half-day kindergarten classes present unique issues. There have been no changes in this area from previous practice. Districts are encouraged to balance the loss of instructional time between morning and afternoon classes caused by delays throughout the school year. This is often accomplished by alternating between cancelling morning and afternoon classes on each day a delay occurs.

For further clarification relating to instructional time issues, please reference the Department of Education's [Frequently Asked Questions Regarding Instructional Time](#).